

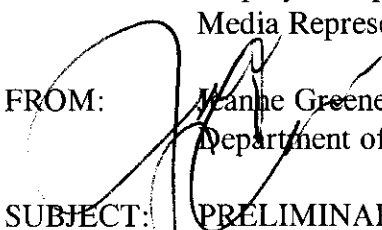


DEPARTMENT OF PERSONNEL

209 E. Musser Street, Room 101
Carson City, Nevada 89701-4204
(775) 684-0150
www.state.nv.us/personnel/

MEMO PERD #38/02
December 9, 2002

TO: Personnel Commission Members
Department Directors
Division Administrators
Agency Personnel Liaisons
Agency Personnel Representatives
Designee for Rules Distribution
Employee Representatives
Media Representatives

FROM:  Jeanne Greene, Director
Department of Personnel

SUBJECT: PRELIMINARY PERSONNEL COMMISSION AGENDA

The items listed below are tentatively scheduled for the Personnel Commission meeting on January 10, 2003. This meeting will be held in Las Vegas at the Nevada Department of Transportation, Training Room A, 123 East Washington Avenue, beginning at 9:30 a.m. This meeting will also have a video conference link to Carson City at the Nevada Department of Transportation, Room 302, 1263 South Stewart Street, Carson City.

- I. Call to Order – 9:30 a.m.
- II. *Adoption of Agenda
- III. *Minutes of Previous Meeting
- IV. *Regulation Changes to Nevada Administrative Code 284 Proposed for Temporary Adoption
 - A. New Section “Reviewing Officer” defined
 - B. NAC 284.073 “Occupational Study” defined
 - C. NAC 284.126 Creation of new class, reclassification of position or reallocation of existing class
 - D. NAC 284.206 Special adjustments to pay
 - E. NAC 284.228 Shift trading: Agreement; responsibilities

IV. *Regulation Changes to Nevada Administrative Code 284 Proposed for Temporary Adoption
(cont'd)

- F. NAC 284.284 Longevity pay: Return to state service
- G. NAC 284.468 Standards for performance of work
- H. NAC 284.470 Preparation and discussion of reports; request for review
- I. NAC 284.589 Administrative leave with pay

V. *Approval of Proposed Class Specifications

- A. ESD Program Specialist series
- B. ESD Program Information Specialist series
- C. Social Worker series

VI. *Classification Appeal

Mary Mallison, Social Services Program Specialist III
Welfare Division, Department of Human Resources

VII. Special Reports

VIII. Comments by the General Public

IX. Select Date for Next Meeting

X. *Adjournment

** Indicates item will be voted on by the Personnel Commission*

NOTE: The above items may be heard in a different order than listed, at the discretion of the Chair.

If anyone has questions or wishes to discuss, in further detail, the items scheduled for this Commission meeting, please contact Carol Thomas, Chief of Technical Services, Nevada State Personnel, at (775) 684-0119.

NOTE: We are pleased to make reasonable accommodations for individuals with disabilities who wish to attend this meeting. If special arrangements are necessary, please notify the Department of Personnel in writing at 209 East Musser Street, Room 101, Carson City, Nevada 89701-4204, or call Debra Berry at (775) 684-0110 no later than five working days prior to the meeting.